

Barton Village, Inc.
Regular Trustees Meeting

Monday, October 28, 2024

6:00 PM

Barton Village Memorial Hall

Attendance: Gina Lyon (Chair), Marilyn Prue (Trustee), Ellis Merchant (Trustee), Vera LaPorte (Business Manager), Jacqueline Laurion (Clerk), Andy Sicard (DPW Foreman), Amy Braun (Lead Finance/HR)

Agenda

Full agenda with additional details can be found at <https://bartonvt.com/agenda-minutes/>

Audio recording of the meeting can be found for 30 days following the official approval of these minutes at the next Regular Board of Trustees Meeting on November 11, 2024 at

<https://bartonvt.com/agenda-minutes/>

- A. **Call to Order:** Gina Lyon called the meeting to order at 6:01PM.
- B. **Changes to the Agenda/Additions or Deletions:** Jacqueline Laurion questioned the 11/27/2024 Regular Trustees Meeting as scheduled on the agenda. This was an error, and it should have stated 11/25/2024.
- C. **Privilege of the Floor:** None.

ACTION ITEMS:

- D. **Minutes from the Regular Board of Trustees Meeting October 14, 2024:** Gina Lyon made a motion to accept and approve the meeting minutes as presented. Ellis Merchant 2nd. Motion carried.
- E. **Bills and Warrants:** Gina Lyon made a motion to continue reviewing the bills and warrants throughout the meeting and approve at the end. Marilyn Prue seconded. All approved and motion carried.

F. Property Liens for Water/Sewer/Electric Services:

The following Village properties have overdue water, sewer, and/or electric balances totaling \$5,356.82 and should be liened.

Service Location	Water	Sewer	Electric	Total
100 Glover Road*	\$165.62	\$272.01	\$110.64	\$548.27
6 Park Street*	\$220.43	\$379.18		\$599.61
3 Lake Street*	\$326.73	\$506.94		\$833.67
271 Elm Street*	\$326.73	\$506.94		\$833.67
165 Water Street*	\$272.04	\$430.69		\$702.73
184 Glover Road	\$354.46	\$545.57		\$900.03
103 Lakefront Lane*	\$187.88	\$174.08	\$361.35	\$723.31
			TOTAL	\$5,356.82

* Previously turned over to Delinquent Tax Collector

Gina Lyon made a motion to approve placing liens for delinquent water, sewer, and electric accounts on the properties as presented. Ellis Merchant 2nd. Motion carried.

G. Warrant to the Delinquent Tax Collector for Water/Sewer/Electric Accounts:

Seven (7) water/sewer/electric accounts are delinquent by over six (6) months and should be turned over to the Delinquent Tax Collector for collection. The total delinquency is \$5,356.82.

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H. Truck Sander Purchase: As the Board is aware, the Village no longer receives plowing assistance from the State and will take over the maintenance of those roads this winter. The 2024 GMC purchased this year has already been outfitted with a plow, but now needs a sander. The following are two quotes obtained for the same make and model of sander that the village already owns:

Fisher Tempest 2.2 CY Sander with Auger

- Champlain Valley Equipment - \$9,552.00
- New Hydraulics - \$10,984.00

DPW Foreman Andy Sicard would like to keep the make/model consistent for ease of use and repair.

The Trustees have concerns that the current 2024 truck is not the best fit for the sander. The concern is that future repairs, rust and damage would take place to the new 2024 truck with the addition and removal of the sander. They would like to see what it would take to get the 2012 International rig up and inspected to apply the sander to the International. The Trustees want Andy Sicard to get an estimate on repairs for the 2012 International truck and sell the new truck bed that is not being used and sitting in the yard.

The Trustees will table the purchase of a new sander until a repair estimate comes in on Truck 6 (2012 International) and they find out how much the Village can get for the new truck bed not being used.

Andy Sicard requested the use of a Village truck to travel between his home and the Village garage, citing that many neighboring municipalities allow it. Gina Lyon stated that the Village could not afford another truck and reminded everyone of the difficulty they endured passing the 2024 budget. Andy Sicard stated that he would like to use it to check the roads during the winter. Gina Lyon stated that she understood his request, but that the Village simply did not have the money. Chipper Merchant asked if his concern was with the loss of money from using his own vehicle and Andy Sicard agreed that it was. Gina Lyon asked if he received a stipend from the Village that covered his time and expense for checking the roads. Andy Sicard confirmed that he did. Vera LaPorte suggested using the recently purchased truck instead. Gina Lyon and Marilyn Prue asked if he had ever had this benefit before and wondered why they were only hearing about it now. Andy Sicard stated that he had been granted it by the previous Board, and that when the new truck was purchased he had asked Crystal Currier about the possibility, but that Crystal Currier thought that there might be insurance ramifications. Gina Lyon stated that they would check with Crystal Currier the next time she was in the office.

DISCUSSION ITEMS:

I. 2025 Land and Water Conservation Fund

The Land & Water Conservation Fund (LWCF) supports the development of public outdoor recreation opportunities across Vermont, with a focus on creating parks and open spaces, enhancing recreation areas and facilities, and protecting wilderness areas and forests.

Funds are apportioned to federal agencies, and to the 50 states and 6 territories through the U.S. Department of the Interior National Park Service (NPS). In Vermont, LWCF is administered by the Vermont Department of Forests, Parks & Recreation.

- Acquisition of land for parks and public outdoor recreation
- Development of new outdoor recreation facilities

- Renovation of existing facilities for outdoor recreation

Eligible applicants include municipal entities and state agencies only (e.g. towns, cities, school districts, water districts, park districts, etc.). Recommended request range is \$25,000-\$1,000,000 with 50% match required. Pre-applications are due December 13, 2024. If not applied for this year, it will come around in 2025.

Research should be done as to how the Village acquired the land where the ballfield is currently located. Research as to what can be done on that land that will enhance the Village.

J. Flood Update:

Timeline of Events

- 07/10/2024 – Hurricane Beryl flood event.
- 08/02/2024 – Governor Scott requested assistance.
- 08/15/2024 – Shortfall in FEMA Public Assistance announced and Immediate Needs Funding (INF) implemented.
- 08/20/2024 – FEMA DR-4810 declared.
- 08/23/2024 – Assistance applicant briefing with Vermont Emergency Management (VEM).
- 08/27/2024 – NVDA and STANTEC inspection.
- 09/04/2024 – FEMA/VEM Environmental Planning and Historic Compliance During Disaster Recovery “green sheet” received.
- 09/20/2024 – News Release with important information on how to apply for FEMA assistance for DR-4810:
 - Go online to DisasterAssistance.gov
 - Call the FEMA Helpline at 800-621-3362
 - Download FEMA’s Mobile App
 - Visit a Disaster Recovery Center. For location and hours, visit fema.gov/drc
 - The application deadline is October 21, 2024 – DEADLINE HAS PASSED
- 09/20/2024 – News Release with important information on how to apply for Physical Disaster Loans through the Small Business Administration (SBA) for DR-4810:
 - Schedule an in-person appointment at the SBA Disaster Recovery Center in advance
 - Go online to sba.gov/disaster
 - Call the SBA’s Customer Service Center at 800-659-2955 or email disastercustomerservice@sba.gov
 - The application deadline is October 21, 2024 – DEADLINE IS EXTENDED
- 09/27/2024 – Received STANTEC/NVDA RIVER project recommendation to buyout/elevate homes on Glover Road and Elm Street. “Due to the steep topography, and the use restrictions on the only open parcel where flood storage could occur, the best solution to mitigate flooding here is to buy out the parcels/homes that are experiencing flooding. Recommend structure elevation or mitigation reconstruction as an alternative.” Subsequent meetings have determined that no projects in Barton Village will be recommended at this time.
- 10/03/2024 – “Kickoff” call with VEM consultant.

- 10/09/2024 – Exploratory call with VEM/FEMA PDMG to go over Disaster Inventory. The Recovery Scoping Meeting will be held in approximately 2 weeks.
- 10/25/2024 – Disaster Inventory submitted.

Buyouts

- Grant awards for DR-4720 buyouts cannot be made until FEMA's INF is lifted.
- Two property owners have completed the buyout paperwork.
- One property owner formally interested in the elevation program has since withdrawn interest.
- The deadline for submitting buyouts/elevations for DR-4720 has passed. Anyone interested in a buyout/elevation will need to apply under DR-4810.
- Email from VEM on 09/19/2024 requested that municipalities update the property owners on FEMA's funding issues. Both property owners updated on 09/19/2024.

DPW

- Lincoln Avenue
 - Initial research by VT State Rail and Aviation Bureau indicates the aqueduct is not owned by the railroad. STANTEC has no information to provide at this time, however David Snedeker with NVDA has offered to assist with applying for grant funding for legal/surveying fees if the Village wishes to take ownership.
- Ball Field
 - The softball association has moved to Glover and will not be able to assist with cleanup and guidance. DPW Foreman Andy Sicard will be in touch with someone in the area from the minor league who can possibly help.
- High Street/St. Paul's Cemetery Access Road
 - Culvert/road is currently stable and will be addressed with FEMA Hazard Mitigation.
 - Guard rail will be installed the week of 11/11/2024.
- Pageant Park Road Culvert
 - Replacement culvert is ordered and should arrive the week of 10/28/2024. Currently working with a contractor to determine the best method of installation and scheduling.

K. Department Operations Updates:

Electric Department

- After-hours on-call answering service will be changed to New England Call Center ASAP.
- Tariff rider has been submitted to the PUC and is pending review.
- Electric sales to Pageant Park's seasonal campers totaled \$3,538.31.
- Vera LaPorte attended a meeting with Steve Farman (VPPSA), Scott Johnstone (Morrisville Water & Light) and a State contractor regarding the electrification of the RCT fleet and possible locations for storage and EV charging stations. The charging stations would require three-phase service and several locations throughout the Village were identified as possibilities. This project is currently in the study phase.
- Ken Nolan (VPPSA) will be attending the Regular BOT Meeting on 11/11/2024 to continue discussions about Advanced Metering Infrastructure (AMI).

Wastewater Department

- Glover agreement – Since the Glover agreement is based mainly on flow and BOD/TSS, Mike Mainer with Aldritch & Elliott has advised against updating it until it can be determined with 100% certainty that the high strength wastewater originates from Glover’s users. He has been given some data to make the determination, but more sampling may need to be done.
- Facility upgrade – Mike Mainer would like to submit the final report to the State by the end of the year. He also suggested visiting Hardwick’s wastewater facility as it is very similar to the upgrade option that the Trustees are considering.
- The wastewater treatment facility continues to operate well and all reporting deadlines are being met.

Water Department

- The Vermont Bond Bank Small System Capacity and Resiliency Program (SCRIP) Tier II grant applications are currently being accepted. Backup generators unfortunately do not meet the criteria but refurbishing the carbon filters may, as well as the previously purchased chlorine analyzer. Applications are due 12/02/2024.
- A recent audit of water/sewer accounts produced several meters that are underperforming or may not be reading at all. DPW Foreman Andy Sicard and DPW Utility Worker Garrett Heath are working on testing/replacing them.
- The water treatment facility continues to operate well and all reporting deadlines are being met.

Highway Department

- Paving is complete for the season. The potholes on School Street, Church Street, and Pageant Park Road have all been filled.
- The failing culvert on Eastern Avenue has apparently been a known issue since 2021. Andy Sicard and Garrett Heath have shored up the area with riprap and ditching. This project may be eligible for grant funding through the 2026 Vermont Better Roads Program (20% grant match if project is \$60,000 or less). Applications are due 12/27/2024.
- Bethany Ford’s property has been cleaned up and re-seeded.
- Salt/sand shed – Tyler Billingsly is working on the RFP and hopes to have it in place by the end of the year and bids accepted for construction in spring of 2025. Community National Bank and Passumpsic Bank have both shown interest in financing the remaining amount required.
- Ditching around the Village has begun with Roaring Brook Road, Glover Road, Vigario Lane, and High Street in particular focus.

Village Department

- School crossing signs – All the prep work has been done to install the signs but they are more expensive than originally anticipated (over \$5,000). Currently getting more quotes from suppliers.

- The Village received \$20,000 of the promised \$80,000 flood recovery funds from the FY24 Budget Adjustment Act. Marilyn Prue has provided some helpful insight on the intended use of these funds.
- The BOT inspected Washington Terrace (TH422) on 08/21/2024 as part of the process of discontinuing the road. Vera LaPorte working on easement with Kevin Henry at Primmer & Piper and the final report.
- Offer of employment for the Lead Finance/HR position was extended to Amy Braun and she accepted. Her first day was 10/21/2024. Welcome, Amy!
- Crystal Currier (VPPSA) has offered to stay one day per week after retirement to wrap up some projects and continue training her replacement.
- The ATV Ordinance amendment was published in the Chronicle on 10/23/2024 and posted at the Village office, C&C Supermarket, Post Office, Community National Bank, and the Barton Public Library.

OTHER ITEMS:

- L. **Other Business:** A tax abatement request came in for one of the sites at Belview Campground. The campground owner gave a list of names occupying spaces at the campground to Barton Town as they do each year and that person's name was not listed. This appears to be a grand list clerical error. The Village Trustees will advise Shelia Martin to forgo any billing on this person's former camp site. Marilyn Prue made a motion to waive the \$34.22 tax for Chris Pearson that was sent out in error. Gina Lyon 2nd the motion. Motion carried.

Crystal Currier - The Trustees have been invited to a retirement party for Crystal Currier (VPPSA). Crystal has assisted in the financial management of the Village for a few years now. The trustees plan on attending on 11/16/2024 at 12:00pm at Capital Plaza in Montpelier.

Barton Birthday Celebration – The Trustees will celebrate the 150th anniversary of Barton Village's incorporation on 11/23/2024 from 1pm-3pm in the Barton Memorial Building Hall. All are welcome to enjoy some cake and other refreshments while celebrating the Village's "birthday."

EXECUTIVE SESSION ITEMS:

- M. **Executive Session** - Legal Action: 1 V.S.A. § 313 (a)(1)(E) – None.
- N. **Executive Session - Personnel: 1 V.S.A. § 313 (a)(3)** - Gina Lyon made a motion at 8:23pm to go into Executive Session. The board came out of executive session at 9:34pm with no action taken.
- O. **Adjourn:** Gina Lyon made a motion to adjourn the meeting at 9:34pm. Ellis Merchant seconded the motion. Motion carried.

Upcoming Meetings:

Regular Board Meeting: 11/11/2024

Regular Board Meeting: 11/25/2024

Regina Lyon, Board of Trustees Chair

DRAFT